

Minutes of Council Meeting 8-04-2020

Chilton, Wisconsin
August 4, 2020

The regular meeting of the Chilton Common Council held in the council chambers at the city hall was called to order at 6:30 p.m. with Mayor Thomas J. Reinl presiding.

AGENDA POSTING:

On 7/31/2020, copies of the agenda were delivered to the Mayor, Aldermen, City Department Heads, City Attorney and were made available to the media, and posted on the City Hall bulletin board and posted on the City web page.

ROLL CALL:

Mayor Thomas J. Reinl and six members of the Council were present at roll call:

Council Member Mike Goebel	Council Member Ron Gruett
Council Member Clayton Thornber	Council Member Andrew Deehr
Council Member Kathy Schmitzer	Council Member Peggy Loose

Other city officials present were, Director of Public Works Chris Marx, City Attorney Derek McDermott, Police Chief Craig Plehn and Deputy City Clerk Lisa Meyer. Also in attendance, Interim Administrator Henry Veleker, David and Kristin DeTroye and Betty Schilling, Chilton Journal. Absent and excused Council Member Joe Schoenborn and Jon Kragh. Dave Kohls, Tri-County News, Phil Cosson from Ehlers Public Finance Advisors, Rick Jaeckels and Judy Thiel joined the meeting remotely.

Those in attendance recited the Pledge of Allegiance.

Motion by Deehr, seconded by Thornber and carried to approve the minutes of the council meeting held on July 21, 2020.

REPORT OF OFFICERS:**MAYOR:**

- Due to the COVID 19, the Governor has issued a statewide mask mandate.
- The Chilton Lake District Annual Meeting will be at 5:30 on August 18, 2020 at the Chilton Public Library.
- The Council Chambers has been updated to conduct virtual meetings by audio. The room has been set up for video, but it is not in the budget at this time.

DEPUTY CITY CLERK: no report

APPROVE FINANCIAL REPORT:

Moved by Schmitzer, seconded by Gruett and carried to accept the July 31, 2020 financial report.

APPROVE OPERATOR LICENSES:

Moved by Gruett, seconded by Deehr to approve the two-year license applications to serve fermented malt beverages and intoxicating liquors from August 4, 2020 to June 30, 2022 for Tanisha Kimbrough, Dynette Lilavois, Lindsey Mensch, Courtney Stanzel. Peyton Koppenhaver and Katya Martin Del Campo. Deputy Meyer noted the applicants have been approved by the Chilton Police Department. Motion carried

DIRECTOR OF PUBLIC WORKS:

- The sewer department will be conducting the annual sewer cleaning later this week.
- The Stormwater project in Gravesville has been completed.
- The concrete is curing on the west side of North State Street. Curb and gutter will be poured next week and driveway aprons to follow. Completion is scheduled for September 5, 2020.

POLICE CHIEF REPORT:

Chief Plehn reviewed the 2019 annual report, which included the following:

- Personnel and Seniority List
- Department Accreditation Award
- Community Involvement
- Training
- Number of Service Calls and Major Investigations
- Overtime and Compensation
- Grants and donations received

The National Guard will be conducting COVID-19 testing on August 11-13, 2020 at the Calumet County Fairgrounds.

AUDIENCE PARTICIPATION:

No comments were received.

REPORT OF COMMITTEES:

Alderman Thornber reported on the minutes of the July 27, 2020 General Government Meeting.

Thornber discussed the need for a budgets process for the Water and Sewer Enterprise Funds. Currently the City doesn't prepare a working budget for the water and sewer departments as their revenues are received through water and sewer billing and expenses are incurred as needed. Mayor Reinl commented that the water and sewer departments run like a business and should have projected revenues and expenditures.

The Auditors file yearly reports for the water and sewer and calculate the rate of return. Moved by Schmitzer, seconded by Goebel to work with the new City Administrator on implementing annual budgets for the water and sewer funds. Motion carried.

The Police Union contract expires December 31, 2020. It is Mayor Reinl's intent to negotiate directly with the Police Union instead of hiring an outside attorney. Mayor Reinl would like a volunteer from the Committee to assist in budget negotiations. Council Member Deehr volunteered.

Thornber discussed the City's policy of carrying over unused funds not spent in the current budget year to the next budget year. These funds are referred to as Non-Lapsing Funds. Each individual account has a line item for non-lapsing funds. The original intent was to reward departments for being "fiscally responsible". Some council members believe that accounts were over-budgeted. The City of Chilton is the only community that carries over funds from each account. Mayor Reinl would like to consolidate the unspent funds into one account except for budget items that are "earmarked" for certain purchases. The intent is to have the New

Minutes of Council Meeting 8-04-2020

Administrator implement the process of consolidated the non-lapsing funds to reduce the number of accounts.

A Development Agreement between the City of Chilton and M-B Company has been signed. The City will pay up to \$880,000.00 for infrastructure improvements. Mayor Reindl would like to consult with Ehlers and Associates for financing the improvements in the amount of \$1,100,000.00.

Moved by Goebel, seconded by Gruett to hire Ehlers and Associates to assist with Evaluating and Issuing Debt to Fund Public Infrastructure Costs for the M-B Project Expansion. Motion carried.

Interim Administrator Veleker commented that when he conducted his organizational review and analysis of the City, he found that compared to other communities, Chilton City Hall is under staffed. Mayor Reindl and DPW Marx both agree there is a need for a part-time office person at City Hall. Deputy Meyer and Admin. Assistant Thiel are the only two people in the office now and even with an Administrator, there is a need for a part-time person. The Presidential election is coming in November and there will very likely be numerous absentee ballot requests to mail out in October. Veleker drafted a job description. The individual would work part-time, between 23 and 25 hours a week and would be eligible for Wisconsin Retirement Benefits. The cost allocation would be shared by the water and sewer departments and the general fund. Due to the uncertainty of the elections, the wages could also be reimbursed by the CARES-COVID 19 allocation from the State.

Moved by Deehr, seconded by Schmitzer to begin advertising for a limited term part-time administrative assistant position at a starting rate of \$13.00 per hour. Motion carried.

UNFINISHED BUSINESS:

At the July 21, 2020, the City discussed the letter received from Ken and Darlene Danes, owners of the K&D Subdivision. The United States Post Office is requiring them to install a group mailbox for the subdivision instead of each home having their own mailbox. There are approximately 30 lots in the subdivision. The City cannot control the actions of the Post Office. The council agreed to have Attorney McDermott draft a Resolution in support of Ken and Darlene Danes' mailbox concerns to allow each lot in their subdivision their own mailbox delivery.

Moved by Goebel, seconded by Thornber to approve introduce, adopt and waive the reading of Resolution No. 1827, a Resolution Regarding Mailbox Location in Dairyland Estates Subdivision. Roll call vote.

Gruett – aye	Kragh – absent	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Schoenborn - absent

Six votes cast. Six votes aye. Motion carried.

NEW BUSINESS:

Veleker discussed the need to change the City's Municipal Code due to the changing of the job description for the new City Administrator and the organizational chart.

Moved by Thornber, seconded by Schmitzer to introduce, adopt and waive the reading of Ordinance No. 1171, an Ordinance Amending Chapter 1, General Government, of the City of Chilton, Wisconsin Municipal Code. Roll Call vote.

Minutes of Council Meeting 8-04-2020

Gruett – aye	Kragh – absent	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Schoenborn - absent

Six votes cast. Six votes aye. Motion carried.

CLOSED SESSION:

Moved by Schmitzer, seconded by Deehr to go into closed session at 6:57 PM under WI Statutes 19.85 (1) (c) to negotiate the purchase of public property. Roll call vote.

Gruett – aye	Kragh – absent	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Schoenborn - absent

Six votes cast. Six votes aye. Motion carried.

Schilling and Mr. and Mrs. DeTroye exited the council chambers. Kohls, Jaeckels, and Thiel were muted and moved to the virtual lobby.

In closed session the council reviewed an Offer to Purchase.

Moved by Goebel, seconded by Loose to return to open session at 7:16 PM.

Roll call vote.

Gruett – aye	Kragh – absent	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Schoenborn - absent

Six votes cast. Six votes aye. Motion carried.

Schilling and Mr. and Mrs. DeTroye re-entered the council chambers. Kohls, Jaeckels and Thiel re-joined the meeting remotely.

Moved by Deehr, seconded by Gruett to approve the Offer to Purchase for the property at N3692 Irish Road for \$532,000.00. Roll call vote.

Gruett – aye	Kragh – absent	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Schoenborn - absent

Six votes cast. Six votes aye. Motion carried.

Moved by Thornber, seconded by Loose to approve the TID Financing to Finance the Land Purchase in TID #6 and to couple this borrowing with the borrowing to fund M-B Expansion Infrastructure costs for a total of up to \$2,000,000.00. Roll call vote.

Gruett – aye	Kragh – absent	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Schoenborn - absent

Six votes cast. Six votes aye. Motion carried.

CLOSED SESSION:

Moved by Thornber, seconded by Goebel to go into closed session at 7:20 PM under WI Statutes 19.85 (1) (c) to consider employment for the City Administrator/Clerk/Treasurer and consider Employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility. Roll call vote.

Gruett – aye	Kragh – absent	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Schoenborn - absent

Six votes cast. Six votes aye. Motion carried.

Minutes of Council Meeting 8-04-2020

Schilling and Mr. and Mrs. DeTroye exited the council chambers. Kohls, Jaeckels, and Thiel were muted and moved to the virtual lobby.

In closed session the council reviewed employment, job description and compensation for the City Administrator/ Clerk/Treasurer.

Moved by Thornber, seconded by Deehr to return to open session at 7:33 PM. Roll call vote.

Gruett – aye	Kragh – absent	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Schoenborn - absent

Six votes cast. Six votes aye. Motion carried.

Schilling and Mr. and Mrs. DeTroye re-entered the council chambers. Kohls, Jaeckels and Thiel re-joined the meeting remotely.

Mr. David DeTroye introduced himself and his wife Kristin and gave a brief history of himself and his family. He previously worked in Delafield, Sheboygan and Hortonville. He thanked the Council for their consideration and said they will be seeing a lot of him around Chilton. He intends to be a part of the community and attend events with his family.

Moved by Gruett, seconded by Goebel to approve the Employment Agreement with David DeTroye as the City Administrator contingent upon passing a background check and drug screen.

Roll call vote.

Gruett – aye	Kragh – absent	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Schoenborn - absent

Six votes cast. Six votes aye. Motion carried.

COMMUNICATION:

Distributed the July monthly building/plumbing report and minutes of the Intergovernmental Boundary meeting held on July 29, 2020.

APPROVE PAYMENT OF BILLS:

Moved by Schmitzer, seconded by Thornber to pay the bills. Check No. 85576-85623 and Voucher # 5013-5042 or accounts payable and payrolls totaling \$525,131.16. Roll call vote.

Gruett – aye	Kragh – absent	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	Schoenborn - absent

Six votes cast. Six votes aye. Motion carried.

ADJOURNMENT:

Moved by Deehr, seconded by Loose to adjourn at 7:40 p.m. on August 4, 2020.
Motion carried.

Lisa Meyer, WCMC
Deputy City Clerk